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DD/S&T# 23/9-71

Executive Summary  
71-1163

Adm - 13.9

22 July 1971

**MEMORANDUM FOR:** Deputy Director for Intelligence  
Deputy Director for Plans  
Deputy Director for Science & Technology  
Deputy Director for Support  
Deputy to the Director for  
National Intelligence Programs Evaluation  
Inspector General  
General Counsel  
Legislative Counsel  
Director of National Estimates  
Special Assistant for Vietnamese Affairs

**SUBJECT :** Budgetary Constraints and Personnel Ceilings

1. It is my belief that the President has no alternative but to look for a reduction in resource allocations to Defense and other National Security agencies in order to provide additional resources to domestic programs. In addition, the President and the Congress are concerned about the total cost of intelligence. It is quite likely that the intelligence community will have to find some way to conduct its business with fewer resources. This may well impact on the Central Intelligence Agency. Whether it does or not, it is predictable that our Program and budget will be scrutinized with increasing intensity during succeeding years by both the Administration and the Congress.

2. I believe the Administration and the Congress have been favorably impressed with our efforts to hold our costs down, not to ask for unwarranted increases, and to reduce the personnel strength of the Agency. It is primarily for this reason that I am cautiously optimistic that the Congress will appropriate something close to what we requested in FY '72. In my opinion, to deviate from this policy would not only jeopardize our relationship with the Congress but could well be counterproductive. I have no intention of advocating any other course of action. This is not to imply that our program should be static. It simply challenges our imagination and our ingenuity to carry out an efficient and effective program with something approximating our current level of resources.

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3. With regard to personnel ceilings, I note that despite all my admonitions, Agency components requested personnel increases over the existing base [REDACTED]

[REDACTED] In the absence of an expansion of our responsibilities, I have no intention of requesting of the President or the Congress that the size of this Agency be increased either in personnel or space to accommodate our personnel and supporting facilities. I would like this policy to be clearly understood at all levels of this Agency.

4. Certainly we will make changes in personnel strength allocations within the Agency as program changes dictate. I do not rule out changes in personnel strength allocations among the several directorates and independent offices. The first place, however, to look for changes in personnel authorizations to accommodate a new or expanding program is within one's own component. Accordingly, in the future any request for increases in personnel will be accompanied by a statement as to what reductions within the requesting component you are prepared to make in order to accommodate the new or expanding program.

*RH*  
Richard Helms  
Director

Copy to:  
USIB Executive Secretary  
Cable Secretary  
D/PPB

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*Adm - 13.8*  
*ER-1336/a*

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*19 March 1971*

Lieutenant General Robert J. Dixon

Deputy Chief of Staff, Personnel  
Headquarters United States Air Force  
Washington, D. C.

Dear General Dixon:

Thank you for the nomination of Brigadier General

[REDACTED]

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His personal history statement is certainly impressive.  
We will, of course, want to interview General Bevan and  
intend to contact him shortly.

*/s/*  
R. E. Cushman, Jr.  
Lieutenant General, USMC  
Deputy Director

O/DD/S&T/[REDACTED] (18 Mar 71)

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